

EXECUTIVE SECRETARIAT

Routing Slip

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI		✓ w/oad		
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12	Compt				
13	D/EEO				
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15	D/CEA				
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17	S/IA				
18	AO/DCI				
19	C/IFD/OIS				
20	ES		✓ w/oad		
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SUSPENSE 26 May
Date 26 May

Remg. ks:

STAT

DJ Executive Secretary
5/19/83
Date

3637 (12-81)

Executive Registry
83-0963/1

19 May 1983

MEMORANDUM FOR: Deputy Director for Administration
FROM: Director of Central Intelligence
SUBJECT: Elimination of Inefficiency, Waste, and Abuse

I appreciated your report on elimination of inefficiency, waste, and abuse. There should be lots of other areas where similar efforts would pay off. It seems to me everyone around here travels whenever they please. Other agencies have achieved big savings by centralizing approval of travel commitments and expenditures. We saved \$60,000 or so, not to mention time in reading, by getting rid of Media Highlights. What efforts have been made to control expenditures on printing, film and other expensive publications products?



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